



**LOUISBURG PARK AND TREE BOARD
MEETING MINUTES
Monday, April 13, 2015**

The Park Board of Louisburg, Kansas met at 6:32 p.m. in the City Hall Council Chambers with Chairperson Bob Bazin presiding.

ATTENDANCE

Board Chairperson: Bob Bazin

Board Members: Jack Kline, Lonnie Kunz, Ben York and Molly Strubbe (Left the meeting at 7:46pm)

City Administrator: Rita Cassida (Representing)

City Council: Jean Carder

Recording Secretary: Rusty Whitham

Visitors: Bob Nauman, John & Rosemary Begley, and Cindy Apple (Representing LARA)

Item 1: Adoption of Agenda

A motion was made by Jack Kline to approve the agenda. The motion was seconded by Lonnie Kunz. Motion carried 5-0. Lonnie Kunz had not arrived yet for this discussion.

Item 2: Approval of minutes

A motion was made by Lonnie Kunz to approve the minutes from the March 9, 2015 Park and Tree Board meeting. The motion was seconded by Ben York. Motion carried 5-0.

Item 3: Public Comment

None

PUBLIC HEARING BUSINESS ITEMS

Item 4: A discussion concerning City Park memorial for Patty Hansberger. The memorial may include a possible donation of playground equipment. Bob Nauman will provide presentation.

Bob Nauman (Representing Hansberger family and friends) explained that Patty Hansberger passed away 3 ½ weeks ago. Several friends and family have discussed various ways to memorialize Patty. After considerable thought, it was determined that the family is interested in donating some playground equipment to the City Park.

Rudy and Patty Hansberger are longtime residence of Louisburg. The Hansberger family are active members of First Baptist Church located adjacent to the City Park. The Hansberger family feels that placing a piece of donated playground equipment in the City Park would be a

wonderful way to memorialize Patty. Providing something that children can use that is across the street from the church where Patty was an active member is appealing to the Hansberger family. Nauman had the following questions.

- Would the City be interested in allowing the Hansberger family to donate a piece of playground equipment?
- What type of quality/grade of playground equipment is required in the park?
- What type of playground equipment would be acceptable to donate?
- Is there a desired location in the park that a piece of playground equipment be placed?
- Who may install playground equipment within the City Park? Can the installation be done by volunteers or will the manufacture/professional be required to install it?
- Does the City Park need a replacement piece of playground equipment or will a new piece of equipment required?

The Park and Tree Board expressed interest in the donation of playground equipment by the Hansberger family. Jack Kline suggested that he meet with Bob Nauman to discuss this issue further. Kline and Nauman agreed to meet at Timber Creek next Wednesday. They will determine what is needed in the park and make a recommendation/proposal to the Board. Kline will brief the Park and Tree Board of their recommendation during its next scheduled meeting on May 11th.

Jean Carder mentioned that City Staff should determine if new playground equipment be installed by the Manufacture, City Staff or by Volunteers. This will help determine the budget and may affect any equipment warranties. Staff will report their conclusion the Park and Tree Board.

No motion or vote was taken at this time. Additional information is required before any action is taken by the Park and Tree Board.

Item 5: A discussion concerning memorial for Judy Maddax. The memorial may include a possible donation of a tree in Ron Weers Parks. Leroy Johnson will provide presentation.

Leroy Johnson was not in attendance. This topic may be discussed at that later date.

Item 6: Earth Day Festival Event April 18 at L/Y Park. Erin Ptacek will make presentation.

Erin Ptacek called City Staff to explain that this event was suggested too late. There is not enough time to sufficiently schedule this event. Ptacek retracted her request and suggested that she may readdress this topic at a later date with adequate advanced notice.

Item 7: A discussion concerning planting trees within city limits. Rosemary Begley will make a presentation.

Rosemary Begley presented a proposal to the Park and Tree Board to purchase mature trees located on her neighbor's property. She stated that her neighbor (Martha Hightower) is interested in selling trees located on their property. Begley wanted to know if the City would be interested in purchasing some of the trees. The cost would be between \$75 and \$100 per tree. The price does not include transplanting and transportation costs. Her neighbor has various sizes and

species of trees available. Rosemary Begley provided her contact information to the Board members.

It was suggested that the local Home Owners Associations (HOA) maybe interested in purchasing trees. Additional private purchase options were also mentioned.

After some discussion, it was determined that more research is needed before purchasing additional trees. It was explained that the Park and Tree Board does not have the authority or funding to purchase trees. It does have the ability to make recommendations to the City Council. If trees are purchased in the future, this vender maybe considered. No motion or vote was taken at this time.

OLD BUSINESS:

Item 8: A discussion concerning Park and Tree Board Bylaws.

The DRAFT Park and Tree Board Bylaws was reviewed by all members.

Bob Bazin suggested the following change:

Article V, Section 2. Item c: Act in an advisory capacity to the City Council, City Manager/Administrator and Park & Tree Board Staff.

Ben York corrected a word usage error:

Article III, Section 2: Officers shall be elected and take office at the first regular meeting after new Board members have been appointed and sworn in.

Jean Carder suggested that the Board consider adding a statement to the by-laws that address conflict of interest of Board Members. All agreed. After the meeting, the below statement was added to the by-laws. This statement was reviewed by the City Attorney (Mary Stephenson).

Article V, Section 2, Item g: Members may serve on other advisory panels such as LARA and Soccer Boards. Members shall abstain from voting on issues that benefit themselves, the advisory panels on which they serve, or other interests in which they are affiliated.

Bazin suggested that Jean Carder have the DRAFT Bylaws reviewed by the City Attorney.

A motion to approve the Park and Tree By-laws with the above changes was made by Jack Kline. The motion was seconded by Ben York. The motion passed 5-0.

Carder asked if the City Attorney makes changes to the by-laws, will the Park and Trees Board wish to discuss and review them again. Bob Bazin replied with no. The Board does not require additional consideration after the City Attorney review. No objections were made.

Item 9: Annual Fishing Derby Discussion

It was agreed that the 20th Annual Fishing Derby will be held on June 20, 2015. Bazin asked to have this topic added to the May 11, 2015 Park and Tree Board agenda. Bazin suggested that Nate and Sue Apple attend this meeting. Historically, Nate and Sue have been key organizers of the annual event.

Jean Carder suggested that we initiate on-line registrations to elevate the long lines on the day of the event. More research will be done before the next Park and Tree Board meeting to ensure that this is possible.

Bazin wanted to know how much money can be spent by the City to put on this event. Carder mentioned that she will ask the City Council. Staff will also research the available budget for the 2015 Fishing Derby.

Item 10: REPORTS:

Cindy Apple (Representing LARA) mentioned that registrations for baseball and softball went up this year. LARA has approximately 339 kids participating ball this year. Apple stated that they even have a U14 boy's baseball team. Louisburg hasn't had a U14 boys' team in many years.

Apple then stated that the golf-pro at Metcalf Ridge is interested in offering a tennis clinic. Apple wanted to know if there is a policy for reserving the tennis court located at the City Park. LARA is considering two weeks in July for these clinics. The clinics will be available for children 6-12 years old. The projected schedule will be three days a week (Mon, Wed, Fri) between the hours of 9 and 11am. Additional clinics may be offered throughout the year if there is enough interest and participation this summer.

Apple also suggested that the tennis court net may need to be replaced, but wasn't sure. She also stated that LARA may temporarily tape off the court so that it can be used by younger children. Bob Bazin stated that there is no reservation policy concerning the tennis courts. The courts are used by the community on a first come, first serve basis. Bazin suggested that if LARA wishes to use the tennis courts, they place a laminated sign on the fence informing the public that courts are in use on those desired clinic dates and times. There were no objections to Bazin's proposal.

Jean Carder suggested that LARA coordinate with the Louisburg Library to ensure that they don't have conflicting events scheduled at the City Park. Carder believes that the Library may have events scheduled throughout the summer. Apple stated that she will talk to the Library.

Bazin mentioned that he would like the Louisburg Library to coordinate with the Park and Tree Board concerning future events held within the City Parks. Jean Carder suggested that the Library may have been unaware of this requirement. Carder suspects that the communication between the Library and Park and Tree Board will be better in the future.

Item 11: ADJOURNMENT:

A motion was made by Jack Kline to adjourn the meeting. The motion was seconded by Lonnie Kunz. Motion carried 4-0. Molly Strubbe was not present for this vote. Meeting adjourned at 8:15 p.m.

The next meeting will be held on May 11, 2015 at 6:30 p.m.

Submitted by Rusty Whitham
Recording Secretary